

Municipal Services Committee
Regular Meeting
Tuesday, November 28, 2017 5:00 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. Call meeting to order at 5:00 p.m.
2. Roll call. Brooks, Cole and Dobbs. Also present were Sendelbach, Reynolds, Sergeant, Berquist, Neeley, Rigg and Mayor Hurtley.
3. Civility Reminder.
4. Motion to approve the agenda. Dobbs/Cole. Motion passed 3-0.
5. Motion to waive the reading and approve the minutes from the October 26, 2017 regular Municipal Services meeting and November 9, 2017 the special joint meeting with Finance and Labor Relations. Dobbs/Cole. Motion passed 3-0.
6. Citizen Appearances other than agenda items. None.
7. Customer concerns. Discussion and possible motions for billing adjustments
 - a. 16-1030-00. Customer had a hose left on in the back yard. A sewer credit of \$323.95 was applied to account. Dobbs/Cole. Motion approved by roll call 3-0.
8. Staff Report
 - a. PSC – Rigg gave an update on the PSC Audit. City Hall is short staffed and for how long is unknown. Rigg hopes nothing is needed in this time period.
 - b. 2019-28 CIP handout. Reynolds added that the leaf collection should be a vacuum system and a pull behind is \$135,000. Brian Berquist said that all the lift stations need some updates. Most are \$50-100,000 but two are more expensive. Rigg said there is no good information on what West Side Park is going to cost but the earth work alone is going to cost a lot and that is the start. Other options such as fund raising need to be explored as well. The committee decided that \$500,000 is a sufficient start. Pool renovation was moved to 2024 with park road following 2025. Historic restoration projects were entered in at 3 year intervals starting in 2019. Two trucks were purchased in 2008 and have 15 year replacement life. One was shorted and other expanded to create a spread of costs. End Loader was placed on a lease program. Jetter truck had to be added in 2023 time line knowing it may need replacement sooner. Walker Street is causing serious I/I issues so it may need to be moved up sooner given its impact on a lift station. Change of utility billing software that better matches our AMI meters was placed in 2019 at \$75,000.
 - c. Review of right of way intrusion for new construction at 19 E Main Street. The committee had no objections to the overhang of the building or entry of utilities to the building.
 - d. Motion to recommend land division at 288 N Fourth Street. Sergeant gave brief overview of land division. Sewer is accessible but water may have some issues without the booster station. Berquist will review the site more closely. This has no

change on the division just future use and construction. Dobbs/Cole. Motion passed 3-0.

- e. Motion to recommend to Common Council the “Approval Process for Utility Billing”. Rigg stated this is to clear up matters in the audit and it is a procedure for how we handle typical bills. Cole/Dobbs. Motion passed 3-0.
- f. Discussion on the 2018 public access schedule to the City Yard Waste Site. Rigg explained that a Wednesday evening opening after daylight savings time leaves little daylight to work. Committee agreed that the place stays open as advertised but staff need to advertise to specific dates when they will be open. Wednesdays will no longer be available after daylight savings. Reynolds and Rigg will get together to review and publish the dates and times for 2018.

9. Superintendent Report-

- a. Parks and Recreation Report. All restrooms are closed for winter. Most of the leaves have been collected. Clean up is ongoing, weather permitting. Anderson will use a chain instead of the gate to block vehicles after ice forms on the lake.
- b. AMI Project. Rigg reported staff are not available so we are back to replacement of broken or new construction for now.
- c. Facility Study Update – Nothing new.
- d. Updates on water wells. Awaiting DNR approval on a plan to use a VFD motor in Well #1 to control water mixing in the tower with Well #2 to keep radium levels well below safety standards.

10. City Engineer Report-

- a. Westfield Meadows & Windmill Ridge. A few residents in Westfield still have ponding issues (minimal to previous levels) in their back yards. It was advised to wait until spring for final settlement of ground and growth of grass to see if the ponding stops.
- b. WWTP. Pump equipment is being pre-bid.
- c. Westside booster station. Study should be complete by the end of the year.

11. WPPI Report

- a. Written report. WPPI is working on resident requests for energy audits.
- b. Motion to approve final CTC and other spending for 2017. From the LEEF fund, the committee set aside \$1,000 for labor for LED installs at EMS and Police buildings, \$1,600 for 5 sense machines, and remaining money (approximately \$2,300) will go to the School District for lighting projects. The Value of Public Power money will be spent on LED lights for residents and customers in the amount of \$1,500. Brooks/Dobbs. Motion approved by roll call 3-0.
- c. Motion to approve CTC budget and other spending for 2018. A budget plan drafted by Neely was reviewed. With no changes the Committee approved the budget plan for 2018. Dobbs/Cole. Motion passed 3-0.

- d. Motion to recommend to Common Council the attendance of staff/elected officials to the 2018 APPA Legislative Rally in Washington DC. Brooks and Cole decided they would go. Dobbs/Cole. Motion passed 3-0.
12. Old Business-
 - a. MUTCD and ADA Sign Compliance. Nothing new.
 13. New Business – Rigg asked about the status of municipal bonds under the changes to the tax plan. Berquist mentioned he would have some stormwater credit recommendations for the committee.
 14. Upcoming Meeting Date, December 19, 2017 at 5:00 pm.
 15. Motion to adjourn. Dobbs/Cole. Motion passed at 6:38 p.m.

Ian Rigg, City Administrator